



Minutes for June 1, 2006

Presentation:

Debbie Boeckman presented on Macromedia Contribute

Debbie began by reviewing the Administrative piece of Contribute by explaining how they customized the user interface. She also explained how it could clean up Microsoft Word HTML code as well as how you can tightly control what html is and isn't allowed. She also demonstrated how she set up access roles for their Web maintainers/publishers as well as explained the workflow aspect of the tool. She went on to further explain how Contribute functioned for their Web "writers" (maintainers) and how it worked differently for Web "reviewers" (publishers).

Additionally, Debbie's Web staff do not need the Server software portion of Contribute (which is a large additional fee) in order to provide the workflow process portion of Contribute. This was great news for many agencies. Also, Debbie has increased their Web maintaining staff from 20 to 30 because of Contribute's ease of use. Their staff needed only a short training to get up to speed with the product.

Debbie provided detailed handouts for a Web writer, Web reviewer, and for Web administration. These will all be made available on the DMD Website.

Old Business:

ITAB Report

Steve Adams is the new Project Management Lead. For further Project Management information, visit the MPM Certification link on the CIO Intranet

Brown University Study

Debbie Boeckman reported they will be reviewing their definitions document for Web-related terms at today's meeting.

New Business:

No new business to report

Next monthly meeting is July 6 from 1:30 pm to 3:00 pm Truman Building Room 500.